

Supply Chest



November 3, 2000

Navy Core Values: Honor, Courage, Commitment

Vol. 52 No. 12

Hey – isn't that illegal -parking?!



A small tugboat outside of Pier 4 awaits a buyer through DRMO. The vessel came from Thule, Greenland, where it has been for the past 15 years. It bears an Army Transportation Corps seal, and was brought back during a re-supply for the remote Air Force base, which can only be re-supplied once a year because of weather and ice.

Nine local civilians selected for CMDP

Several Fleet and Industrial Supply Center, Norfolk, workers have been selected for Naval Supply System Command's Corporate Management Development Programs (CMDP) I and II.

Norfolk's CMDP I selectees are Tamara Cartos, Elizabeth Lewis, Elizabeth Green, Julie Plautz, and Sheryl Harts. Meanwhile, Norfolk workers selected for CMDP II are Karen Place and Catherine Rudolph. Two Naval Transportation Support Center workers were also selected for the program – they were Dorothy McLeod and Richard Morrow. Selections were announced Oct. 11 at the Naval Supply Systems Command headquarters in Mechanicsburg, Pa., by NAVSUP Executive Director, Mr. Larry Glasco.

CMDP I is open to NAVSUP claimancy employees in grades GS-11 and 12. Those selected must complete an orientation to their respective command and its operations, a two-week business course, a three-month developmental opportunity, and four college courses. Meanwhile, CMDP II is a two-year, developmental program followed by a more structured referral program in which graduates will be afforded special consideration for promotions within the claimancy, but may be required to relocate in order to meet NAVSUP claimancy needs. It is open to GS-13s who have completed CMDP I, and it is open to other claimancy employees who are GS-13s at the time the initial announcement closes. CMDP II members must complete a six-month developmental opportunity, a two-week NAVSUP management development course, and four college courses. CMDP II graduates receive priority consideration for one or more NAVSUP career referrals for which they are qualified and eligible.

CMDP plays a major role in NAVSUP's future by providing a means to develop well-rounded and talented employees to fill our key managerial positions.

A note of thanks

"The last week of the fiscal year (Sept. 24-30, 2000) was the busiest week for the Norfolk Acquisition Group, (Code 200 in Norfolk; Detachment Philadelphia, Detachment Washington, D.C.; regional offices at Naval Amphibious Base, Little Creek; Naval Air Station, Oceana; Yorktown; and Earle, N.J.). During that week, division directors, contracting officers, contract specialists, and buyers had worked many hours – including weekends – to award all expiring funds, requisitions, and renewals received from shore and fleet customers located here and overseas as far as Rota, Spain; Sigonella, Sicily, Egypt, and Keflavik, Iceland.

"That week alone, the department had processed 4,196 requisitions with a total dollar amount of over \$129 million. This was unusually heavy compared to the previous years with less manpower. The team rallied together and awarded the last purchase order at 10:30 p.m. Saturday (Sept. 30) night.

"Thanks to all for all your hard work and dedication."

Capt. Bill Kowba
Commanding Officer

Retiree raises vary with retirement plan

Federal government retirees and their survivors who receive annuities under the Civil Service Retirement System (CSRS) will get a 3.5 percent cost-of-living adjustment in December. Federal retirees and survivors receiving annuities under the Federal Employees Retirement System (FERS) will get a 2.5 percent cost-of-living adjustment in December. The adjustments are effective Dec. 1.

Bravo Zulu



Lt. Cmdr. Chip DeClerck has his lieutenant commander oak leaves pinned on by FISC CO, Capt. Bill Kowba, during a recent promotion ceremony. Lt. Cmdr. DeClerck is a 24-year Navy veteran who spent the first 12 and a half years of his career in the enlisted ranks.



NAVTRANS CO, Capt. Robert J. Mundell, receives the Legion of Merit Medal from NAVTRANS' Executive Director, Mr. John McGrew. The award was for the period between August 1999 and August 2000, when Capt. Mundell was the Logistics Officer on the Staff of Commander, U.S. Central Command, and U.S. 5th Fleet.



Lt. Cmdr. James Smart is congratulated by NAVTRANS CO, Capt. Robert J. Mundell, upon receiving the Defense Meritorious Service Medal.



Cmdr. Michael Everingham receives congratulations from NAVTRANS' commanding officer, Capt. Robert J. Mundell, upon receiving the Navy Meritorious Service Medal.

Supply Chest

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If you build IT, will they come . . .



**by Sid Etherington
FISC Executive Director**

What's a person to do in this new "e" age? Every time I turn around, there is some electronic way to do something that will make my life easier. As soon as I hear this I get suspicious, because it usually means someone else's life gets easier, not mine. Well, if you share this thought and are like me and still comfortable with a piece of paper and pencil, then many would say we "just don't get it."

"In the not-so-distant future, we will be required to submit our employment applications and resumes – dare I say it? – using an electronic system."

I can navigate in the "e" world, but so far I find that I can still do things faster with a telephone than electronically. Well, I am here to tell you and myself that we need to get with the program. And we really need to change NOT because it is necessarily better for us, but because if we don't we are going to be left behind, literally and figuratively. Most folks reading this column are working full time, so let me be specific: most of us want to get promoted or, from time to time, change jobs. This requires us to prepare a summary of our work experience, and submit it to pro-

spective employers.

In the not-so-distant future, we will be required to submit our employment applications and resumes – dare I say it? – using an electronic system. No more hard copies, no more duplicating the same old SF171s. The entire process will soon be entirely automated: from the creation of your resume to its submission to a prospective employer. So, ALL of us need to get with the program and plan for this electronic experience.

The good news is, you still have some time – it has not been fully implemented across all activities, but if you notice, more and more jobs which are announced require resumes submitted via STAIRS (Standard Automated Inventory Referral System). Soon STAIRS will be the only game in town and all of us will need to have our latest resume entered into the "inventory" of applications from which employers will choose. This means a couple of things to each of us. First, our resumes will become the "first impression" for many employers and Human Resource Officers. That is to say, when a position vacancy or new requirement is generated by an activity, the automated process will select our resume out of the inventory, based upon comparing its content with the knowledge, skills and abilities specified by the employer. If our resume is selected it will then be forwarded to the prospective employer. Kind of scary, isn't it? It says that our resumes need to be the best that they can be, and be current and always reflective of our latest experiences and training.

The responsibility is ours to insure the resume represents us in the most favorable light. If you are asking, "How can I do this?" then you have read the right article. FISC Norfolk recently opened a Resource Center on the 6th floor off the cafeteria mall. It will be equipped with PCs for employees to use for a number of things but one of the most important uses will be to help employees learn how to prepare a resume

and enter it into STAIRS.

The Resource Center will be manned several days a week, and will be available by appointment, also. The volunteers in the center will be trained to help you with the personnel process, and they will help you use other available resources (such as training aids on effectively being interviewed and a listing of available area job opportunities). I encourage you to use this resource center to obtain information on training, educational opportunities, HRO information, and resume preparation training.

"...more and more jobs which are announced require resumes submitted via STAIRS (Standard Automated Inventory Referral System). Soon, STAIRS will be the only game in town."

It is up to each one of us to make sure we are competitive and that our resumes are current and accurate. I want each of you to pull out your last job application and give it a hard, objective look. Is it as complete as it should be? Does it contain all your training, education and awards? Is it neat and readable? And, finally, does it represent you well to someone whom you never met? Would you hire the person with your application? If you are not pleased with the answers to some of these questions, then get to work and visit the Resource Center in the near future for tips and hands-on assistance.

We have built IT and we want you to come . . .

*(Editor's note: Workers can now write to FISC's ED, Ms. Sid Etherington, via e-mail at: **ASK THE ED@nor.fisc.navy.mil**. Write clearly and be brief in your correspondence. This avenue of communication is in no way meant to circumvent the FISC chain of command or any established intradepartmental communication procedures.)*

FISC active duty, Reserve sailors save \$1.7 million

Fleet and Industrial Supply Center, Norfolk, recently partnered with a commercial contractor and saved the Navy more than a million and a half dollars by processing 53,000 MTIS (Material Turned into Store) items for turn-in to the Defense Re-utilization and Marketing Office (DRMO).

Under the supervision of FISC's Lt. Rich Riker and Naval Reserve storekeeper and Petty Officer 2nd Class Mary Resico, a group of Reservists and active duty sailors from the Special Material Supply Division (SMSD) and the Navy Mail Center segregated 17,000 of the items by group, class, and demilitarization code with the remaining 36,000 items to be processed utilizing contractor support.

The Navy saved a \$35-per-item, Defense Logistics Agency (DLA) handling fee, for each of the 53,000 items by utilizing active duty, reserve and contractor assets. With Navy sailors preparing 17,000 of the items, they alone saved the Sea Service \$595,000. Processing for the remaining 36,000 items was contracted to a commercial firm for a flat fee of \$100,000, and even taking that cost into account the Navy saved almost \$1.2 million. Overall, total savings were \$1.7 million.

Once the MTIS items were separated and demilitarized (checked to ensure they had no further military application and were unclassified) they were made available for sale to the public via the Defense Re-utilization and Marketing Office.



In the above photo, rows of boxes await MTIS material which is to be categorized and prepared for sale to the public through DRMO. In the below photo, Lt. Rich Riker from FISC Code 100 briefs FISC's Code 100 Director, Capt. Phil Pfeil, and FISC CO, Capt. Bill Kowba. A total of 53,000 MTIS items were categorized and de-militarized for transfer to DRMO.



*Don't forget those who
have served and those
who are serving ...*

Veterans' Day

Saturday, Nov. 11

*(Friday, Nov. 10, will be a
federal holiday to observe*

Veterans' Day

What's happening in November?

On Thursday, Nov. 16, from 9:30 a.m. until 2:30 p.m., there will be a Health Fair in the building W-143, 6th floor mall area. Workers will be able to visit with health care providers and ask questions about individual and family coverage.

On Tuesday, Nov. 28, an Incentive Awards ceremony will take place at 10 a.m. in the building W143, 6th floor mall area. Those workers who are not participating or attending as guests are asked to stay clear of the area until 10:45 a.m.

Meanwhile, it is time for another blood drive. On Thursday, Nov. 30, the Navy Regional Medical Center, Portsmouth, will sponsor a blood donor drive from 10 a.m. to 1 p.m. in the building W-143 6th floor Hampton Room.

Retail supply A-76 study is underway

A highly successful, Mid-Atlantic Region Retail Supply A-76 kick-off meeting was held at the Fleet and Industrial Supply Center, Norfolk, on Oct. 12 and 13. Mr. William (Bill) Andrews, Business Operations Department Director, was named as the team leader.

Participating in the meeting were team members from organizations to be covered by the study, including support contractors, the Naval Supply Systems Command (NAVSUP), Commander in Chief, U.S. Atlantic Fleet representatives, and senior FISC Norfolk management representatives. It was announced just prior to the kick-off meeting that the FISC Norfolk Retail Supply study had been expanded to include regional supply operations (RSO) at Naval Station Norfolk and Naval Air Station Oceana.

The support contractors' roles and responsibilities were identified and defined during the meeting. The A-76 process, AMS (ABC Model), RCI (Subject Matter Expert) roles and responsibilities were defined, and contractor representatives began interaction with the activity CA Team members. Meetings will now take place on a regular basis, and participants will familiarize themselves with each of the fifteen steps of the CA Study process.

Participate in politics – know the rules

With federal and state elections approaching, federal workers are reminded they fall under the provisions of the Hatch Act, which clearly defines the political activities in which they may and may not participate. Certainly, federal workers are encouraged to support candidates of choice and exercise their right to vote. However, while federal workers are not barred from after-hours political activity as private citizens, they must understand there are limitations upon the political activities in which they can become involved.



Most importantly, federal workers should understand they are prohibited from any political activities which could give a false appearance of federal or official endorsement. Workers may under no circumstances engage in any political activity while in a duty status, in any government building, or on government or federal property. Federal workers are also prohibited from signing political articles which are to be published, and federal workers cannot use their positions within the government to give the appearance of endorsing any candidate or partisan position on a specific issue.

The Logistics Support Center is open



Some of the LSC professionals manning the new LSC include (left to right) Joyce Ford, Alma Henry, Brenda Jones, Vivian Hardy, Wanda Willoughby (seated in van), Joe DiTommaso (kneeling), Marie Moss, Pepper Anderson, Teresa Wiggins, and Cynthia Wiggins.

On Friday, Nov. 3, FISC Norfolk, "commissioned" its Logistics Support Center (LSC) outside the Customer Service Division (Code 105). The guest speaker was Rear Adm. Paul Soderberg, former FISC commanding officer and currently the Atlantic Fleet's Director of Logistics and Fleet Supply Officer.

The LSC will support ships on three waterfronts: at the Norfolk Naval Shipyard in Portsmouth; at the Little Creek Naval Amphibious Base; and at the Norfolk Naval Station piers. The Logistics Support Center project is a collaborative effort between FISC Norfolk, the Naval Supply Systems Command (NAVSUP), and the Fleet Type Commanders. Its purpose will be to support the war fighters by taking some of the logistics workload off of ships, provide meaningful metrics and accountability, and to improve or maintain the crew's quality of life.

The center will begin primarily as a husbanding component, and as the details can be worked out, will have a Material Processing Center (MPC) added.

Who said that?

"Politics is not a bad profession. If you succeed, there are many rewards; if you disgrace yourself, you can always write a book."

-Ronald Reagan-

Thanksgiving is really an Indian tradition

In 1620, the Pilgrims landed on the rocky shores of a territory inhabited by the Wampanoag Indians, who were part of the Algonquian-speaking peoples who held six thanksgiving festivals a year.

According to The Center For World Indigenous Studies, the beginning of the Algonquian year was marked by the Maple Dance, which gave thanks to the Creator for the maple tree and its syrup. Second was the planting feast, during which the seeds were blessed. The strawberry festival was next, celebrating the first fruits of the season. Summer brought the green corn festival to give thanks for the ripening corn. In late fall, the harvest festival gave thanks for the food they had grown. Mid-winter was the last ceremony of the old year.

The Pilgrims' first Thanksgiving was actually the fifth Thanksgiving of the year for the Wampanoag Indians.

This year, Thanksgiving falls on the fourth Thursday of November, and will be on Nov. 23. There will be five Thursdays in November 2000. The month will end on a Thursday – Nov. 30.



Craney prepares for new stewardship



FISC CO, Capt. Bill Kowba (far right) gets a tour of one of Craney Island's fuel pumping stations from outgoing Code 700 director, Cmdr. Tom Grady (center). Relieving Cmdr. Grady will be Lt. Cmdr. Keith Ehrhard, who reports to FISC from the Navy Petroleum Office in Alexandria, Va.

FISC detachment gets new contracts chief

Mr. William S. Barker recently became Assistant Officer in Charge and Chief of Contracts for FISC Norfolk, Detachment Washington, D.C. On July 30. A former Army "brat," he was born in Ft. Benning, Ga., but moved from one duty station to another throughout his childhood, finally graduating from high school in Oxon Hill, Md. After two years of university study in New York City, Mr. Barker continued his college studies in Israel, where in 1973 he received a Bachelor of Arts degree from the American College in Jerusalem.

After running several businesses in Israel and Ireland, he returned to the U.S. in 1976 and pursued graduate studies in history and international relations at the State University of New York in Buffalo. In 1979 he became an intern at the Naval Regional Contracting Center (NRCC) in Washington, D.C., and after his internship he became a branch head and independent contracting officer. In 1985 he was selected as Deputy Director of Contracts.

From 1986 to 1991 he was the director of contracts for the Officer in Charge of Construction Mediterranean (OICC MED) in Madrid, Spain, and participated in a major "draw down" which ultimately resulted in his command's disestablishment. He then returned to the nation's capitol where he then served as a contracts division direc-



William S. Barker

tor. He was also assigned to a nine-member, United Nations joint military team involved with assessing DoD participation in worldwide peacekeeping operations.

In 1994 Mr. Barker was selected to assemble a Naval Facilities Engineering Command field contracting organization in the European and Central Command areas of responsibility, and was the director of contracts for the Mediterranean area until January of 2000, when he returned to the FISC Detachment Washington, D.C.

Mr. Barker is a certified contracts manager, a member of the Acquisition Professional Community, and he is a graduate of the Senior Executive Fellows Program at Harvard University's John F. Kennedy School of Government.

Happy Birthday, U.S. Navy!



Following tradition, Defense Distribution Depot, Norfolk, commander, Capt. Dick Trowbridge (right), joined the depot's "youngest" and "oldest" Navy workers in cutting the cake for the Navy's recent 225th birthday. The youngest is (left) Lt. Cmdr. Bert Brunson (Code PW director), while the oldest is (center) Manny Pascua (Code PW), a retired Navy chief petty officer and former aviation maintenance administrationman.

FISC officers receive orders

Orders have been announced for several Fleet and Industrial Supply Center, Norfolk, officers.

Cmdr. Tom Grady (Code 700 director) will be transferring to the Defense Finance and Accounting Service in Cleveland, Ohio, and Cmdr. Nick Mato (FISC's on-site liaison with the Navy Public Works Center) is headed for the Defense Distribution Depot in Puget Sound, Washington.

Lt. Carol McMillan (SMSD) will transfer to USS *GEORGE WASHINGTON* (CVN 73). Lt. Rich Riker (Code 100) will be getting his sea legs back when he transfers to the *Arleigh Burke*-class, guided missile destroyer USS *RAMAGE* (DDG 61). Lt. Roscoe Porter (Code 105) will be reporting to the staff of the Commander, Naval Air Force U.S. Atlantic Fleet.

There is an alternative way to resolve work place disputes

Conflicts in the work place will always exist, but there can be a better, more constructive way to handle those conflicts at the lowest possible level.

The Human Resources Office (HRO), Norfolk has an established Alternative Dispute Resolution (ADR) Program supported by a cadre of neutrals from various personnel disciplines. ADR offers the parties involved in a dispute the opportunity for an early, informal, and mutually satisfactory resolution. The ADR Program, which follows the guidance provided by the Secretary of the Navy, generally costs less and uses fewer resources than traditional administrative or adjudicative processes, particularly processes which include litigation.

Parties struggling with work place conflicts can benefit from using ADR. Managers benefit through early resolution of disputes, which can increase an agency's resources for mission-related programs and activities. Employees benefit through enhanced morale when agency management is viewed as open-minded and cooperative in seeking a

resolution for disputes.

HRO Norfolk's ADR Program primarily uses mediation in resolving disputes. Confidentiality, impartiality, and voluntariness are the key factors of the mediation process. During a mediation conference, disputing parties discuss possible resolutions with each other through the assistance of a trained, neutral third party, the mediator. The mediator asks questions, validates the parties' points of view, searches for interests underneath the positions taken by the parties, and assists the parties in finding and analyzing options for resolution. The mediator does not pass judgment, give advice, or offer his/her own opinion concerning the issue. The mediator facilitates the process with skill and neutrality, while conflicting parties are in charge of the outcome. If a resolution is reached, it must be satisfactory to all parties and can not violate anyone's rights under law, regulation, policy, or a collective bargaining agreement. The program is also available to address discrimination issues. The primary goal of the program is to promote resolution of

disputes between the parties at the earliest possible opportunity, and by the fastest and least expensive method possible. Persons participating do not waive any rights if resolution is not reached and participants cannot be penalized.

Again, mediation is the crux of ADR. However, ADR can also use the processes of conciliation, early neutral inquiry, and settlement conference. Conciliation is not confidential, and, if a formal agreement is not reached, the written record includes the strengths and weaknesses of the dispute.

Early neutral inquiry is generally an oral inquiry wherein the neutral party recommends a solution for resolution and provides a written, non-binding evaluation of the dispute. A settlement conference is the most formal ADR process and is used in cases involving a large degree of documentation.

More detail about ADR requirements can be obtained by contacting Ms. Guthrie, ADR Program Manager at (757) 444-7957, or via e-mail at guthriej@hronorf.navy.mil.

Major re-roofing of building W-143 is underway

All building W-143 residents should know that a major reroofing project has begun for the building. The project will take place in several stages, with the first stage involving the removal of various abandoned air conditioning units. This will include pipes and wires which penetrate the roof and run through some office spaces. Air conditioning equipment which will continue to be used after project completion will also be temporarily removed.

The project might cause concern for W-143 occupants since there will be noise and possibly minor dust or very small debris from the overhead above the suspended ceiling. The occasional aroma of hot tar can also be expected at some point.

"There will be noise and . . . very small debris . . . none will pose any health or safety threats."

None of these will pose any health or safety threats to building occupants. However, if there is concern at any time, workers should feel free to vacate their work spaces and report the concern to their supervisor. They should also immediately then contact the FISC Facilities Division (Code 44) at 443-1111. Code 44 will dispatch someone to investigate the situation and offer advise.

As in any such major roofing project, minor roof leaks can be expected during inclement weather. They, too, should be reported. Though W-143 occupants have long endured roof leaks, this project should finally solve the leakage problem. Because of building W-143's enormous size, the re-roofing project will last many months. The FISC Facilities Division apologizes in advance for any inconvenience and asks for everyone's patience, perseverance and understanding. Remember, the Facilities Division trouble desk number is 443-1111. For after-hour building problems occupants can call the FISC duty officer at 443-1155.



Dead scrub grass on building W-143's roof indicates the re-roofing project's time has finally come. The project will take several months and will give the building a "new" leak-free roof.

The Supply Chest is published for people like . . .



. . . The 39 workers at FISC's Hazardous Property Management Division (Code 307). On Sept. 22, it was announced the division would retain regional hazardous material functions in-house, based upon the results of a one-and-a-half-year, Office of Management and Budget (OMB) Circular A-76 study. The division is responsible for all Navy regional hazardous material management except for the Norfolk Naval Shipyard and the Navy Regional Medical Center in Portsmouth. The Division Director is Jim Wright and his exhaustive research and attention to detail contributed significantly to the final decision to retain HAZMAT functions in-house. The most efficient organization (MEO) phase of the A-76 study calls for 22 workers to ultimately make up the division.